
Title: Soldier's Manual II

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March 21st 2006 Edition

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You are now getting your first taste of military training. It may seem hard to you at first because it is new, but it really is not as hard as it seems. Do what you are told to do, do it quickly, and cheerfully, and you will be surprised how easy this military training becomes. Look at the chief unit officers who are taking care of you. Do they look down-hearted, or look as though they have suffered from military training? Ask them questions about it. You will soon find that you will have more liberty, more privileges, and a happier existence under military training and discipline than you would have in similar positions in civil life.

You will be formed into a company of about 4 men and a chief unit officer will be put in charge of the unit. This chief unit officer started his army career just as you are now starting it. Through hard work and study he is now in a position of great trust and responsibility. He will teach you many useful things. Listen to him. Do what he tells you to do.

Imitate his example. Ask him questions. Take your problems to him. He will be glad to help you, especially if you show him that you are really trying to help yourself.

Pertinent Advice

Everybody makes mistakes. This is human. That is why we have "erasers on our pencils." When you make mistakes do not try to bluff them through or make a lot of foolish excuses. Admit your mistakes frankly and take your medicine. But do not make the same mistake twice, and try not to make too many mistakes.

If you do not show respect to your officers or unit officers, you cannot expect them to show any respect for you.

Some men work without being told, some work when they are told, and some few only work when driven. The first class is easy to train, and from it will come our future leaders. The second class can be trained, and from it we get our followers. The last class cannot be trained, and in it are the ones whose discharge is to be hastened.

Yours is a profession, not a job. You do more than serve for pay alone. The government educates and trains you, and then gives you a fine position for life, for which, in turn, you agree to do whatever the government demands.

Always boost. If you cannot boost, at least do not knock. "Any fool can criticize. Most fools do." Do not write letters to your Daimyo or other people influential in

political life, asking for special assignments to duty or for special favors. These people always send these leaders to the Amry Department, and the fact that you have tried to get something by having a "political pull" rather than because you have merited or earned it will invariably cause your request to be turned down. If you want something special, write your request to your commanding officer and turn it in to your executive officer. This is the proper Amry way of asking for things. The efficiency of any unit depends upon the efficiency of the men with it. "Good men in poor units are better than poor men on good units."

Rules of Discipline

The rules of discipline are:

- (1) Obey orders cheerfully and willingly.
- (2) Obey the last order received from any responsible authority
- (3) Show respect to your seniors at all times.
- (4) Obedience to these rules form a very essential part of your duties, of your daily work, and of what you are paid for. A failure to carry them out will not only result in trouble to yourself, but also will spoil your chances of promotion.
- (5) Learn to obey orders promptly, willingly, and completely. Remember that you will soon be a leader and will be giving orders. You will be responsible then to see that those under you obey. You must first learn to be obedient

yourself before you can expect to be advanced to a leader of men.

(6) Discipline does not mean short liberties, restrictions of personal conduct, and forced obedience to all sorts of rules and regulations. It means rather, self-control, a cheerful obedience to necessary laws and regulations, and a square deal to your fellow-men.

Service Record

The service records are kept by the Executive Officer and are carefully safeguarded, in order that unauthorized persons may not have access to them. Entries in service records are made under the direction of the commanding officer and executive officer and signed by either of these two officers. All marks are put in the record at the end of each month or at the date of occurrence. No erasures, interlineations, or ditto marks are used. Errors are marked and initialed by the commanding or executive officer. All correspondence with regard to a man, reports of examining boards, etc., are placed in the service records as well as all transfers, ratings, punishments, and commendable acts.

Court-Martial

There are two types of courts-martials in the army, the summary court-martial and the general court-martial. The summary court-martial consists of 3 officers as members and one recorder. It is convened by the

commanding officer for offenses which demand a punishment but can not wait for a general court-martial.

Punishments by this court-martial are as follows: Suspension of service, Solitary confinement not to exceed 3 days, reduction of rating, extra duties not to exceed 3 months.

General Court-Martial consists of not more than 13 but not less than 5 officers and 1 officer as judge advocate.

It is convened by the Shogun, Assistant to the Alliance Shogun, or other authorized officers. A General Court-Martial can assign any punishment upto Dishonorable discharge.